

BUSINESS REVENUE & EXPENSES

NOTE: For home office and vehicle expenses, please complete separate sheets.

Business Name:

Type of Business: (main product or service)

I am registered for HST Yes No

Internet Business Activities

Number of websites earning income:

Website names:

Percentage of your gross income generated from website:

	Including HST	HST	Excluding HST
Revenue:	\$ -	-	-
		Total HST Collected	

Cost of Goods Sold

Opening Inventory (at cost)	\$ -		-
Purchases		-	-
Direct wage costs			-
Subcontracts		-	-
Other Costs		-	-
Ending Inventory			-
Total Cost of Goods Sold:	-	\$ -	-

Expenses

Advertising	\$ -		-
Meals and entertainment <input type="text"/> x 50% =	-		-
Bad Debts			-
Insurance (business)			-
Interest and bank charges (on business accounts)			-
Business tax, fees, licences, dues, memberships, and subscriptions		-	-
Office Expenses			-
Supplies			-
Professional fees (legal, accounting, etc.)			-
Management and administration fees			-
Rent (other than home office)			-
Repairs & Maintenance (other than home office, eg.equipment repairs)			-
Salaries, wages, and benefits (including employer's contribution)			-
Property taxes (other than home office)			-
Travel costs relating to business (accomodations,etc.)			-
Utilities (light, heat, water) (other than home office)			-
Telephone and other utilities (other than home office)			-
Delivery, freight and express			-
Motor Vehicle expenses (complete Vehicle Expenses tab)	complete vehicle tab		complete vehicle tab
Other expenses (specify)			-
Total:	\$ -	\$ -	-

Capital Additions (eg.Equipment, Furniture)

<input type="text"/>		-	-
<input type="text"/>		-	-
Total capital additions:	\$ -	\$ -	-